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*Meetings
(minutes)*

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DD/S STAFF MEETING

1 December 1970

1. Present were Messrs. Bannerman, Coffey, Blake, [redacted] Wattles, [redacted] Cunningham, Osborn, Dr. Tietjen, Messrs. [redacted]

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2. Mr. Bannerman reported that the conference of the FE Chiefs of Support provided a means for the beneficial exchange of ideas. Personnel, housing, logistics and non-official cover were amongst the topics discussed. Mr. Bannerman feels that those persons under non-official cover should not be administered by the same rules governing staff personnel and that a fresh approach by the DD/P and DD/S should be undertaken. Perhaps a task force to study the matter should be established. In this regard Mr. Bannerman proposed to see Mr. Karamessines and [redacted]

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Mr. Bannerman stated that during his trip the Chiefs of Station uniformly expressed high praise for their respective Support Officers and that there were no critical remarks made. Furthermore, he pointed out that as a general rule the Chiefs of Station delegated complete authority for Support matters to their Support personnel. He pointed out that it was his impression that Support Officers felt that they could accomplish any task given them; that they all had the can-do attitude. This was particularly evident in Vientiane [redacted]

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[redacted] Mr. Bannerman singled out [redacted] as evidence of a smooth operation. Even though the base is only 16 miles from the front, operations seemed to be completely organized and well controlled.

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At the request of Mr. Helms, Mr. Bannerman inspected space facilities in the Far East. He reported that the office space was excellent; that there had been some housing problems in the area, particularly at Can Tho, but that a new lease arrangement there was expected to alleviate that problem. He noted that rents throughout the Far East are escalating rapidly.

Mr. Bannerman stated that he would bring up individual problems discovered on his trip with respective Office Heads.

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3. As a result of an item brought up by Mr. Blake at last week's DD/S Meeting regarding the reduction of the summer employment program, Mr. Coffey analyzed the record of exit interviews of the summer only employees during 1970. When questioned as to whether or not they had enough work, the summer only employees were asked to respond using a five-level scale, viz, "rarely," "not usually," "sometimes," "most of the time," and "always." From the total of 379 employees answering the questionnaire, only 22 answered with "sometimes" or lower on the scale. Of these 22, 9 were from Support; 8 answered "sometimes" and one answered "not usually." Thus, Mr. Coffey pointed out that the record was not so negative as the six percent figure representing those who were reported to have been disenchanted with a lack of work during their employment here. Mr. Coffey felt that too strong a conclusion may have been drawn from the above figure and that the record was not at all bad.

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4. [] brought out that a memorandum had been sent to each Office Head explaining the DD/S Longevity and Exceptional Service Awards Ceremony to be held on Wednesday, 9 December in the auditorium at 10:00 a.m. He stated that of the 504 people scheduled to receive awards only 350-400 were expected to be present because of PCS, TDY and other absences.

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[] asked that the Office Heads or Deputies be present on the stage for the presentation. In order that arrangements be completed soon, Mr.

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[] asked that a list of who would be there be returned to O-DD/S no later than 3 December. It was noted that photographs would be taken as in the past.

5. Around the table

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[] reported that he and Mr. Bannerman were invited to a meeting by [] Chief/Central Cover Staff/DDP, today at 2:15 in Colonel

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White's Office [] Mr. Bannerman felt that

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the Agency might have a chance to improve its position []

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because he had found no problems on his trip []

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[] Bannerman pointed out that the price of real estate throughout the world was up considerably and that the U. S. Government holdings were under challenge. Even though the future is clouded, the Agency should not precipitously offer to give up real estate. If we have excess property, we should give it up with flourish because more than likely we won't get it back.

Mr. Wattles had received a call from Mr. Peer DeSilva, Chief/FI/DDP, regarding recruitment of personnel for non-official cover. He sees the need for establishment of an independent support organization to handle personnel

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25X1 under NOC. [] has been invited to attend meetings with DD/P officials to discuss NOC because of his expertise in handling NOC matters and because the Secretariat of the Allowance Committee falls under his purview. It was pointed out that people under non-official cover are not very confident, sometimes lonely, and often need a considerable amount of handholding. Perhaps Americans already on the scene in foreign countries, accustomed to the non-official life, can be recruited for this task. Staffers previously assigned PCS under official cover usually do not like to be placed under non-official cover; it seems to be particularly onerous for the wives.

25X9 Dr. Tietjen said that the flu shot program had been completed and that OMS had administered [] flu shots. The unpleasant reaction to flu shots is much less now, because the vaccine has been improved and the dosage is smaller. Mr. Wattles asked that the word re the less toxic reaction to the flu shots be passed throughout the Agency, because he stated that many did not take the shots because of their bad reactions in past years. Mr. Bannerman ordered that this information be passed at all Staff meetings.

25X1 The drug display has been taken down. It proved to be a great success and Dr. Tietjen expects it will be set up in other Agency buildings, possibly [] In addition, the Arlington Knights of Columbus and the Canadian Embassy have asked for the loan of the display.

25X1 [] has reported back to duty in the Clinical Division.

Mr. Cunningham speculated that a proposal might be made to use some of the CT slots for the purpose of recruiting more people under non-official cover. Mr. Bannerman said that CT slots belong to the DD/S. He further mentioned that the NOC program seemed to be developing on an ad hoc basis from the middle level and he felt that impetus must best come from the top by experts and possibly include a new Support element to deal with the problem.

The Bureau of Narcotics and Dangerous Drugs' two-day course will be rerun early next year with a new format involving greater participation by Agency offices.

25X1 Last Saturday the move of the Support and Language Schools to the [] was completed. Personnel were reminded that there is no

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Mr. Cunningham expects to run a two-day seminar at which CT's, recently back from overseas, will discuss their training as it applied to their overseas assignments. The last time this was done it was learned that the wives, who often participated in operational activities, needed more training.

Mr. Cunningham stated that the McLean Rotary Club meeting at the Agency last week was a great success and good public relations. OTR expects to brief the following outside activities soon -- NSA, FSI and the Brookings Institute.

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Mr. Blake noted that [redacted] proposal to purchase excess DOD materiel overseas had been considered by the Office of Logistics and that they have some reservations. Mr. Blake expects to brief Mr. Bannerman more fully on this subject in the near future.



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